

Junction City Village Board Meeting

Junction City Village Hall, 972 Main Street, Junction City, WI 54443

Monday, December 9, 2024 --- 7:00 p.m.

junctioncitywisconsin.gov

Members

Present: President Peter Mallek, Trustees Alex Peden, Craig Vitort, John Sprea and Brad Wiernik

Also

Present: Nancy Steuck, Fred Metzler, Mike and Tiffany Lepinski, Tamara Peden, Judy and Tony Moscinski, Eddie Brittain and Pat Birkebak

CALL TO ORDER/ PLEDGE OF ALLEGIANCE /ROLL CALL

President Peter Mallek called the meeting to order at 7:00 p.m.

PERSONS WISHING TO ADDRESS THE VILLAGE BOARD

No one wished to address the Board at this time.

Consideration and Possible Action on the Following:

CONSIDERATION AND POSSIBLE ACTION ON THE MINUTES OF THE PREVIOUS VILLAGE BOARD MEETING – Regular Board meeting of November 11, 2024

Craig Vitort **moved**, seconded by John Sprea to approve and place on file the minutes of the November 11, 2024 on file.

Ayes all, nays none; motion carried.

HUMANE SOCIETY CONTRACT APPROVAL

Brad Wiernik **moved**, seconded by John Sprea to approve the South Wood County Humane Society contract for 2025.

Ayes all, nays none; motion carried.

ADRC CONTRACT FOR 2025

The contract will be acted upon in January.

PUBLIC HEARING THE GENERAL LOCAL MUNICIPAL BUDGET AND WAGE SCHEDULE FOR 2025

President Peter Mallek declared the public hearing open regarding the general Local Municipal Budget and Wage Schedule for 2025.

Clerk Betty Bruski Mallek reviewed the 2025 budget at this time stating that the budget is very similar to last years budget. The Village is bound by spending only the allowable money generated from the Municipal Village Budget worksheet provided by the State. Our total budget for 2025 is \$721,988.72 with only 42,553.00 as our operational tax levy amount and the debt service tax levy amounting to \$54.183.00.

The Village's total tax rate in the 2025 budget for 2024 taxes is \$15.55 an increase of 33 cents from the 2024 budget.

APPROVAL OF PROPOSED WAGES AND SALARIES FOR 2025

Craig Vitort **moved**, seconded by Alex Peden to approve the proposed wage and salary schedule for 2025.

Ayes: majority; Nays none; Abstain: John Spreda.
Motion carried.

RESOLUTION ADOPTING THE BUDGET FOR THE VILLAGE OF JUNCTION CITY FOR THE YEAR 2025

John Spreda **moved**, seconded by Brad Wiernik to approve the resolution adopting the budget for the Village of Junction City for the year 2025.

Ayes all, nays none; motion carried.

RESOLUTION APPROPRIATING NECESSARY FUNDS FOR THE VILLAGE OF JUNCTION CITY FOR 2025 AND LEVYING THE TAX RATE FOR THE YEAR 2024

Craig Vitort **moved**, seconded by Alex Peden to approve the resolution appropriating necessary funds for the Village of Junction City for 2025 and levying the tax rate of \$15.55 for the year 2024.

Ayes all, nays none; motion carried.

RESOLUTION PROVIDING FOR WRITING SPECIAL ASSESSMENTS AND SPECIAL CHARGES INTO THE TAX ROLL FOR 2024

Alex Peden **moved**, seconded by Craig Vitort to approve the resolution providing for writing special assessments and special charges into the tax roll for 2024 in the amount of \$1618.47.

Ayes all, nays none; motion carried.

2025 ENGAGEMENT LETTER WITH ACCOUNTING WORKSHOP, SC

John Spreda **moved**, seconded by Brad Wiernik to approve the 2025 Engagement Letter with Accounting Workshop.

Ayes all, nays none; motion carried.

APPROVAL OF LICENSE APPLICATIONS

Alex Peden **moved**, seconded by Craig Vitort to approve the license application of Brian M. Wojtalewicz at the Store upon completion of the background check.

Ayes all, nays none; motion carried.

Brad Wiernik **moved**, seconded by Alex Peden to approve the license applications of Reliance Fuel LLC, 100 N Wilkes Barre Blvd, Wilkes Barre, Pa 18702; Kelly Kowalchyk, Agent at the Store for a Class A Beer, Class A Liquor and Cigarette licenses.

Ayes all, nays none; motion carried.

REPORT OF THE PARK BOARD COMMITTEE

Request to donate playground equipment for the park

President Peter Mallek referred to the correspondence in the board packet regarding the information on playground equipment that is being donated from the Halloween Fun/Fest fundraiser and the additional donation from the Junction City Lions Club for park playground equipment. Faith Rutzen, Carrie Diehn and The Junction City Lions Club will be sent letters thanking them for the donation to the park. The equipment will be ordered and a location for placement of the items will be determined in Spring with AJ Czapinski, Park Board Chair co-coordinating the placement.

Brad Wiernik **moved**, seconded by Alex Peden to approve the donation of the playground equipment purchased with fundraising money from the Halloween FunFest held in the Village Park and Village Bank parking lot.

Pat Arnold, President of the Junction City Ice Committee will be donating mulch for the playground.

REPORT OF THE PUBLIC PROTECTION COMMITTEE

No recent meeting.

BUILDING PERMIT APPLICATIONS

No building permit applications.

REPORT OF THE WATER/SEWER UTILITIES

Fred Metzler informed the board that the grease/sand interceptors businesses are being inspected and he's working with them on the maintenance tracking schedule to be followed by each business.

John Spreda informed the board that they have received a few calls about the letter regarding the recent violation on the drinking water reporting requirements regarding the possible lead service lines in our distribution system.

Junction City has updated the Lead Service Line Inventory to more accurately describe water service line materials to more accurately comply with reporting requirements. Construction documents from 1965 show that the Utility owned portion of the service laterals or "Street Side" are made of copper, NOT LEAD. The water system is currently in compliance.

President Peter Mallek is looking into funding for the startup of Well #6.

John Spreda informed the board that the Christmas lights have been put up with the generous use of Bushman Electric Crane and equipment.

SEWER RATE INCREASE

Discussion centered on trying to keep up with rising costs and expenses at the WWTP. At budget time there was a consensus by the board to make small increases to the base rate of the sewer charge for consumers in the Village. The current rate is \$1.80 times the water used by each customer. The rate was last increased in January of 2023.

Brad Wiernik **moved**, seconded by Alex Peden to approve a 5 percent increase effective 4/1/2025 which will increase the rate from \$1.80 to \$1.90.

Ayes all, nays none; motion carried.

TREASURER'S REPORT

Nancy Steuck, Village Treasurer stated that we a CD coming due at this time. The Board agreed to renew it. Also she'll be taking out \$10,000.00 from the picnic account as requested by the Picnic Committee and will have a short term CD taken out in their behalf. The interest rate will be 3.25 percent.

John Spreda **moved**, seconded by Brad Wiernik to approve the Treasurer's report and place it on file.

Ayes all, nays none; motion carried.

PRESIDENT'S REPORT

--Hazard mitigation plan update

President Peter Mallek reported that the basic mitigation plan is complete and we're reviewing it with Emergency Government.

--Proposed agreement with North Central Wisconsin Planning Commission for Comprehensive Plan update

President Peter Mallek reported that we'll be getting some assistance from Portage County Planning and Zoning. The Planning and Zoning Office assisted the Village in 2005 with our plan and now a Kristen Johnson will help us update our plan.

--Quotes for electric ranges for Village Hall

The Village is still waiting on another quote for the installation of the electric ranges for the Village Hall.

--Quotes for Village Hall back-up generator

John Spreda **moved**, seconded by Alex Peden to hold off with the installation of the back up generator until spring. Hopefully they will hold the prices until spring and it will be easier to install the concrete pad.

Ayes all, nays none; motion carried.

--Quotes for UTV and Lawn Mower

Craig Vitort **moved**, seconded by Alex Peden to approve the purchase of the 2024 John Deere 1025R Sub Compact Utility Tractor from Riesterer and Schnell, in the amount of \$16,800.00 plus set-up and delivery to total \$18,000.00. The old lawnmower will be sold in Spring.

Ayes all, nays none; motion carried.

--Appointment of members to a Plan Commission Committee

In anticipation of work being done on the Village's Comprehensive Plan a Plan Commission Committee needs to be formed to review the sections of the plan and work with Portage County Planning and Zoning. The Village is looking for volunteers to be on the Committee which would be chaired by Alex Peden who previously represented the Village on the creation of the updated Portage County Planning and Zoning 2025-2045 Comprehensive Plan. Volunteering for the committee are Tiffany and Mike Lepinski, Tamara Peden, John Spreda, Melissa Vitort and Eddie Brittain. The Board agreed that the Village has an established per Diem in place to compensate the committee members.

CLERK'S REPORT

President Peter Mallek read Governor Evers proclamation statingthat while election administration is never any easy responsibility, local clerks, election officials, poll workers, voter education groups, and postal service workers have face immense, unprecedented challenges over the past few year and Whereas, the Election Hero Day provides Wisconsinites with the opportunity to honor election heroes for their commitment to upholding Wisconsin's free and fair election process by promoting voter engagement, participation, and protection, making sure voters have the information they need, and ensuring that every ballot is counted....

Clerk Betty Bruski Mallek had prepared nomination papers for all of the incumbents listed for the April, 2025 election. Anyone interested in the available positions should contact the clerk for instructions and nominations. All incumbent candidates indicated that they would be running for

their positions in Spring. Signed nomination papers are due the second Monday of January, 2025. (1/7/2025).

ANNOUNCEMENTS

No announcements.

COMMUNITY PICNIC UPDATE

Craig Vitort stated the Community Picnic meeting dates have changed from Thursdays to Monday for 2025. (1st Monday of each month).

PAYMENT OF BILLS

Alex Peden **moved**, seconded by John Sprea to approve and pay the bills presented at tonight's meeting along with Craig Vitort's bill for ditch cutting.

Ayes all, nays none; motion carried.

ADJOURNMENT

Alex Peden **moved**, seconded by Brad Wiernik to adjourn the meeting.

Ayes all, nays none; motion carried. 9:15 p.m.